

Entry Level Selection and Training Standards

The BOC's selection standards for local corrections officers, probation officers and juvenile counselors include validated selection exams to measure basic abilities and characteristics for successful job performance. Figure 14 shows statewide use of the BOC's selection exams over the past decade.

In addition to the written examination, the BOC's selection criteria require: competence in oral communication as demonstrated by an interview; the ability to perform essential job functions as demonstrated by meeting the BOC's guidelines for vision, hearing, and medical screening; passing a background investigation conducted by the agency; and the successful completion of entry-level core training and an on-the-job probationary period.

STC has also established statewide training standards for entry-level classifications. The core training curricula for these positions are based on a comprehensive, statewide job-task analysis involving incumbents, their supervisors, and subject matter experts who identified necessary job tasks and the required level of performance of those tasks.

STC developed the original core curricula in 1987 and revised them in 1990 and 1994 to reflect changes in job tasks. STC revised the probation officer core curriculum in 1998 to reflect an expanded job task analysis focusing on physical abilities necessary to perform the job. BOC staff will begin the process of updating core curricula for the correction officer and juvenile counselor positions next year. To be effective, the standards must continue to be relevant, legally defensible and valid. The BOC's validation process occurs every three years and involves an extensive analysis of the job task, input from subject matter experts, and ongoing evaluation and research.

Figure 14

LOCAL CORRECTIONS CANDIDATES TESTED BY POSITION



